

## **MINUTES FOR THE OCTOBER 27, 2016 BOARD MEETING**

### **CALL TO ORDER:**

Meeting was called to order at 6:30 pm by President Gidget Macke.

### **ATTENDANCE**

#### **BOARD**

Gidget Macke  
Janet Kinstetter  
Kelli Tavegie  
Stacey Jones

#### **STAFF**

Jane Rhoades Executive Director  
Jamie Beastron Family Services  
Coordinator

### **AGENDA**

#### **APPROVAL OF SEPTEMBER MINUTES**

September minutes approved at meeting.

#### **BOARD MEMBER RESIGNATION**

Jane read Michelle's letter of resignation from the Board.

#### **BUSINESS MANAGER'S REPORT**

#27279 Mastercard charge for Region supplies was paid with Katie Kudlock Memorial donations.

Audit for the Center is being done by a company out of Casper. They have as yet to set a date for field work at the Center.

Jaime reported that Boomarang sent her a new laptop computer. Justin reported that the cost to fix her old one would be almost as much as a new one. The Board approved \$450 for the laptop. Jane said that she asked that in the future Justin let us know before so the Board could approve a purchase.

Kelli moved to accept the voucher list. Janet seconded. Motion carried.

#### **REGION III/SPECIAL ED**

The projected number of children on the count is 125 to 126. This is down 9 or 10 children from last year. The staff is working hard to meet the November 1<sup>st</sup> deadline. No other Special Ed report at this time.

## **PRESCHOOL/CHILD CARE COORDINATOR**

Preschool report was given to Board members for their review. Upton enrollment has dropped some. Jane said she would be watching this situation closely. Jane will e-mail the Board with the date of the Christmas program.

## **DIRECTOR'S REPORT**

Julie has billed Medicaid through August.

Jane reported that the cleaning system is not an approved system. There is no way to test. Jane will continue to communicate with Erica, DFS licenser, concerning the system.

Discussion was held on possible replacements for Board vacancies. Jane contacted each person recommended by the Board. Of those contacted, Christine Peterson and Kyla Popma each accepted appointment to the Board of Directors. Jane will work on a new member orientation.

The Center received three new furnaces and air conditioners. Last Spring, Jane wrote a letter to James Runyan at the refinery expressing our need for new furnaces. James called her and told her to contact Black Hills Plumbing and Heating who has been instructed to purchase and install two furnaces. John Patik provided WCCC with the third furnace. Josh Liggett at 21 Electric donated all of the electrical work.

Jane reported on the staff resignations.

Jane presented the findings of the Legislative Service Office in-depth study to the Management Audit Committee. The report was summarized by Sue Sharp, Executive Director of CDS of WY and is attached.

Jane will reassess the Upton Budget due to enrollment dropping. Jane reported that Summer, Cheri and she will meet and discuss the correct way to handle the cost of lunches provided to the Upton Preschool by the school district.

The next Board meeting is scheduled for Monday, November 21<sup>st</sup>.

Meeting adjourned at 7:50 pm.

Respectfully Submitted By,

Jamie Beastron  
Family Services Coordinator

